

Information Guide

School of Transportation & Heavy Equipment

OSUIT Truck Technician Program

Associate in Applied Science Degree

With Major in Diesel & Heavy Equipment

osuit.edu/trucktechnician



**INSTITUTE OF
TECHNOLOGY**

Oklahoma State University Institute of Technology

OSUIT Truck Technician Program

Contact Persons

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OSUIT Truck Technician Program

Program Objective

The OSUIT Truck Technician Program is a cooperative two-year college level Truck Technician Training program that leads to an Associate in Applied Science degree. The School of Diesel & Heavy Equipment at Oklahoma State University Institute of Technology (OSUIT), working in close relationship with OEMs, Dealers, and Fleets, administer the program activities. The Program is exclusively by and for companies that have agreed to conditions and responsibilities set forth in a signed a Letter of Agreement with OSUIT that was approved by the OSUIT Truck Technician Program Advisory Committee on March 13, 2015.

Program Purpose

The purpose of the program is to upgrade the technical competency and professional level of incoming over the road truck service technicians. It will train students to diagnose, repair, service, and maintain over the road trucks using OEM recommended procedures, special tools, and service information. It will provide course content that will enable successful graduates to advance in position after additional experience, and to understand new systems and components as they are introduced.

Program Structure

The two-year, five-semester program incorporates approximately two-thirds of the time designated for technical / academic education at OSU Institute of Technology. The remaining time has been allocated for on-the-job experience at the sponsoring Companies shop.

All tuition, fees, textbooks, and housing costs are the responsibility of the student. In addition to these costs, the students are required to purchase a prescribed tool set if they do not already have one.

Program Curriculum

Technical training on Company equipment and components include the latest developments in: Inspection and Preventive Maintenance; Engine Systems; Drive Train Systems; Brake Systems; Electrical and Electronic Systems; Microprocessor Applications; Air Conditioning Systems; Refrigeration Systems and Diagnostic Procedures. In addition to the technical curriculum, courses will be offered in areas such as Math, Technical Writing, Psychology, U.S. History, U.S. Government, Business and Ethics to provide students with the background necessary for effective communication of ideas and the development of interpersonal skills.

Purpose of The Internship

The internship allows students to apply, in a real world setting, what they have learned during the previous classroom/lab sessions. In addition, students become familiar with the Company environment, its organizational structure, and the competencies that are expected of a professional service technician.

Student Qualifications

Prospective students must:

1. Be 18 or older by the time of the first internship.
2. Be a High School Graduate, or equivalent.
3. Meet OSU Institute of Technology admission and academic requirements.
4. Possess a valid driver's license and maintain an acceptable driving record.
5. Meet the employment requirements for the employer during internship XX12

Tobacco Use in University Buildings and Grounds

It is the intent of Oklahoma State University to promote the health, well-being and safety of all students, faculty, staff and visitors. As such, effective July 1, 2010, Oklahoma State University Institute of Technology is designated as a tobacco-free environment. Smoking and the use of all tobacco products are prohibited.

Residential Life will designate a limited number of facilities that will be exempt from this policy. Residential Life officials charged with oversight of the exempt areas of campus where tobacco use is permitted must adopt and post internal policies.

Tobacco use is prohibited in vehicles on grounds owned or under the control of Oklahoma State University.

Admissions Checklist

Regular Admission – applies to students who have never attended college. This also includes students who earned college credit through Cooperative Alliance or Concurrent Enrollment while in high school. GED, Home-Schooled, and students under 21 years of age who never attended college fall in this category.

- Complete and submit an OSU Institute of Technology Application for Admission on line at: <https://admissions.osuit.edu/apply/> or print, complete and mail the form provided at: http://www.osuit.edu/academics/forms/admissions_packet.pdf
- Obtain a Personal Identification Number (PIN) to sign online at www.pin.ed.gov. (If you are a dependent student, a parent will need a PIN as well) Complete the Free Application for Federal Student Aid (FAFSA) available at www.fafsa.ed.gov. **The OSUIT school code is 003172.** Once our office receives your information, we will notify you if additional information is needed and/or send your award letter.
- Submit official high school transcript/GED
- Submit ACT or SAT scores.
- ACCUPLACER testing may be required for placement purposes (all students will be required to take Accuplacer assessment unless they can prove proficient in a subject area with ACT sub scores in math, reading, writing or science scores of 19 or above or have transfer credits. Accuplacer testing is a computer generated assessment administered through the Assessment Center at OSUIT. (918-293-5254) http://www.osuit.edu/academics/assessment_center.php
Accuplacer sample questions at: <http://www.accuplacer.collegeboard.org>
Additional Accuplacer Skills Reviews at: http://www.osuit.edu/academics/assessment_center.php
- Provide a copy of Immunization records or complete the Immunization Record Form or the Certificate of Exemption. http://www.osuit.edu/campus_community/campus_health/
- Residential Life: Complete room and board contract – Single and Nontraditional Students Room and Board Contract for single students, Family Housing University apartments Contract if you plan to have your family with you at OSUIT. (918-293-4939)
http://go.osuit.edu/student/residential_life/prospective_residents
Students making application for campus housing are encouraged to apply early. To reserve space in campus housing students must make a deposit of \$150 (\$500 for family apartments) through the Bursar's office. (918-293-5226)
- Veterans need to visit with the OSUIT Veteran Service Office. (918) 293-4972 or Email www.vetservices@okstate.edu
- Have an approved Company sponsor
- Complete enrollment through the School of Diesel & Heavy Equipment (918) 293-4710, (918) 293-4730, or (918) 293-4724
- Have your student ID card made. Take your class schedule to the front desk of the Grady W. Clack Center.
- Approximately 48 hours after making application to OSUIT, you will create an O-Key account at <http://okey.okstate.edu> . You will utilize the e-mail address you submitted on your application. Once you have created your O-Key account, you may request a Banner PIN (via e-mail or text), contact your advisor listed in the front of this information guide.

Admission Of Transfer Students

View admission criteria at: <https://osuit.edu/admissions/index.php>

Important Dates

January, 2020

- 2019-2020 Financial Aid Applications Are Available
- Oklahoma State University Institute of Technology Scholarship Applications Available
- Oklahoma State University Institute of Technology Admission Applications Available

January 31, 2020

- Families Receive W-2 Forms And Begin To Prepare Tax Returns So Financial Aid Applications Can Be Completed.

February 1, 2020

- Students Begin Submitting Oklahoma State University Institute of Technology Admission Applications
- Begin Completing Free Application For Federal Student Aid (FAFSA)
- Students Should Be Making Plans To Take The ACT or SAT Test

May 23, 2020

- Enrollment Begins For Fall Term. Enrollment will continue through September 2.

September 3, 2020

- Move-in Day for Freshman OSUIT Truck Technician Program students.

September 4, 2020

- First Day of Classes for Freshman OSUIT Truck Technician Program students.

December 13, 2020

- Winter Break

**Dates are subject to change*

For More Information please call:

Terryl Lindsey	(918) 293-4730
School of Diesel & Heavy Equipment	(918) 293-4710
Student Financial Services	(918) 293-4684
Admissions Office	(918) 293-4680

Financial Assistance

Students deciding to be part of the OSUIT Truck Technician Program may have a need for financial assistance. Students involved in the program have the opportunity to earn while they learn during the internship portion of the program. These earnings may be applied to program costs.

Additional financial aid, through loans or grants, for tuition, books, tools, on-campus room and board, etc., may be available through various financial assistance programs. Students needing financial assistance are encouraged to complete the applications for financial aid as early as possible. Following application submittal, allow an 8-10 week period for processing. Early application assures availability of funds, if qualified, and allows the Financial Aid Office to prepare a realistic financial aid package.

Financial Aid information may be obtained by calling the Student Financial Services Office at (918) 293-4684

Note: Tools required for the OSUIT Truck Technician Program are considered an educational expense and should be included in education costs when applying for student financial aid.

**If zero level courses are taken, a Remedial Supplemental Fee of \$18.50 per credit hour will be charged.

Tool Costs

Tool costs for Snap-On, Mac, Matco, sets are approximately ½ retail price with school discount. The required tool set for students in the OSUIT Truck Technician program is established by the Advisory Committee and faculty. Faculty members suggest students spend time talking to veteran technicians prior to tool purchase.

Estimated Cost Per Semester

2017-2019 - Estimated Cost Per Semester

\$2,000.00 - \$3,900.00 Required Tools (dependent on manufacturer and tool box selected)

Fall 2017 - Semester I

\$2,063.00	Two Bedroom/One Bathroom Suite
\$150.00	\$150.00 single unit, \$500.00 family unit (refundable)
\$1,299.00	20 Meal Plan
\$2,960.00	Tuition & fees \$185.00/ch (16 credit hours) <i>This is in-state tuition rate</i>
\$270.00	Academic Service Fee
\$400.00	Books (approximate per semester)
\$7,142.00	Estimated total semester educational expenses

Spring 2018 - Semester 2

\$2,063.00	Two Bedroom/One Bathroom Suite
\$1,299.00	20 Meal Plan
\$2,775.00	Tuition & fees \$185.00/ch (15 credit hours) <i>This is in-state tuition rate</i>
\$270.00	Academic Service Fee
\$400.00	Books (approximate per semester)
\$6,807.00	Estimated total semester educational expenses

Summer 2018 - Semester 3

\$2,063.00	Two Bedroom/One Bathroom Suite
\$1,299.00	20 Meal Plan
\$2,775.00	Tuition & fees \$185.00/ch (15 credit hours) <i>This is in-state tuition rate</i>
\$180.00	Academic Service Fee
\$400.00	Books (approximate per semester)
\$6,807.00	Estimated total semester educational expenses

Fall 2018 - Semester 4

\$2,063.00	Two Bedroom/One Bathroom Suite
\$1,299.00	20 Meal Plan
\$2,775.00	Tuition & fees \$185.00/ch (15 credit hours) <i>This is in-state tuition rate</i>
\$180.00	Academic Service Fee
\$400.00	Books (approximate per semester)
\$6,807.00	Estimated total semester educational expenses

Spring 2019 - Semester 5

\$2,220.00	Tuition & fees \$185.00/ch (12 credit hours) <i>This is in-state tuition rate</i>
\$2,220.00	Estimated total semester educational expenses

\$29,783.00 Estimated total educational expenses

Cost of tuition and fees, room and board may change after Oklahoma State Regents meet in July.

What are the Responsibilities Of Participating Companies?

1. Recruit, interview and select prospective intern.
2. Assign a mentor technician who will monitor the student during the internship.
3. Provide internship experiences in the areas of technical education that were completed during the most recent classroom/lab training.
4. Pay wages to the student during periods of internship.
5. Provide uniforms for the student, consistent with Company policy.
6. Complete student evaluation forms during each internship.
7. Advise OSU Institute of Technology of concerns or changes in student status.

What is the Wage Rate For Truck Technician Training Program Students?

The rate of pay is negotiable and is between the Company and the student. Students base their value to the Company on two important factors; the quality of training that is provided while on internship at the Service Center and prevailing wages. Successful people are motivated by a variety of things, but most expect to be rewarded in the form of an increase in salary as they progress. This is especially true when they are performing jobs well and continue to improve their skills and abilities. These students are no different. A pay plan that rewards them for maintaining acceptable grades, doing good work, and improving productivity and efficiency is essential.

Students understand that they are trainees, and do not expect to be paid a journeyman wage during the training program. However, many of the best students have bills to pay, and families to support. We will consider the student's situation to arrive at an acceptable starting wage, and when developing a progressing pay plan or any incentive schedule.

What Can Companies Expect?

In today's increasingly competitive market, safety, service, and customer satisfaction are the keys to success. For many trucking companies, the key to customer satisfaction is the quality of the service department. Where do Companies find the right employees with the right training and experience for their service department? The answer is to attract and develop new technicians through OSUIT Truck Technician Program.

At the completion of the program, participating Companies will have a potential employee who is familiar with the Company, and the equipment that is maintain and serviced by the Company. Companies select individuals they want to hire as technicians and provide on-the-job experience during internships. The objective for the Companies is simple; to select the best people to work on their equipment, and provide the best customer service possible.



1801 East 4th Street
 Okmulgee, OK 74447-3901
 Office (918)293-4710
 Fax (918) 293-4658
 www.osuit.edu

OSUIT Truck Technician Program

Degree Awarded
Associate in Applied Science

General Requirements

73

Credit hours

2.0 Minimum Overall GPA

Typical Schedule for OSUIT Truck Technician Program

Plan of Study
 DHEU-196

1st Semester - 16 Credit Hours

DHEU	1153	Maintenance Fundamentals
DHEU	1143	Maintenance & Inspections
DHEU	1343	Brake Systems
GTGE	1111	College Cornerstone
CS	1013	Computer Literacy & App.
MATH	2003	Business Math

2nd Semester - 15 Credit Hours

DHEU	1253	Electrical Circuits, Charging and Starting System Diagnostics and Repair
DHEU	1213	Introduction to Fluid Power
DHEU	1313	Drive Train Systems
SPCH	1113	Intro to Speech
ENGL	1033	Technical Writing I

3rd Semester - 15 Credit Hours

DHEU	2523	Diesel Engine Systems
DHEU	2533	Diesel Engine Overhaul Techniques
PSYC	1113	Intro to Psychology
ENGL	2033	Technical Writing II
POLS	1113	U. S. Government

4th Semester - 15 Credit Hours

DHEU	2452	Air Conditioning Systems
DHEU	2524	Capstone—Electronic Engine Interface
HIST	1493	U. S. History Since 1865
PHIL	1213	Ethics
BADM	1113	Intro to Business

5th Semester - 12 Credit Hours

DHEU	2612	Internship
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OSUIT Truck Technician Program Required Tool Set

1/4" drive 6 point standard and deep chrome socket set

6 point standard 3/16" - 9/16"

6 point deep 3/16" - 9/16"

3" extension, 1/4" ratchet, socket storage

1/4" drive 6 point standard metric chrome socket set 4mm - 13mm

3/8" drive 12 point standard chrome socket set ¼" - 7/8"

3/8" drive 6 point chrome socket set

6 point deep 3/8" - 7/8"

6 point flex 3/8" - ¾"

Spark plug 13/16", 5/8"

Universal joint, 3", 6" & 10" extension,

11-12" flex head 3/8 ratchet, socket storage

3/8 drive 6 point chrome metric socket set

10mm - 19mm

3/8" drive Torx Bit Driver Set (T-27 - T-55)

½" drive socket set

6 point standard chrome 3/8" - 1 ¼"

12 point standard chrome 3/8" - 1 ¼"

1/2" drive ratchet, socket storage

1/2" drive break over bar 21"-24"

½" drive Impact socket set

6 point deep impact ½" - 1 ¼"

2" & 6" impact extension

½" drive impact universal joint

1/2" drive 12 point chrome standard metric socket

set 10mm - 19mm

Flair nut wrench set 3/8" - 7/8"

Metric flair nut wrench set 9mm - 21mm

Groove joint pliers 10" - 12"

Slip joint pliers 7" - 9"

Needle nose pliers 7" - 9"

Heavy-duty diagonal cutting pliers 7" - 9"

Vice-grip curved jaw locking pliers 10"

Combination screwdriver set 4 slotted tips;

3 Phillips, size 1, 2, 3;

Stubby slotted; stubby Phillips

Ratcheting Screwdriver set (magnetic preferred) with minimum

of: Philips 1,2,3; Slotted 5/32", 7/32", ¼";

Torx T10-25

Allen SAE short arm hex key set (.028" - 3/8")

Allen metric hex key set (1.5 mm - 10 mm)

12 point combination wrench set ¼" - 1 ¼"

12 point metric combination wrench set 7mm - 19 mm

16oz. ball-pein hammer

2lb soft face dead blow hammer

3 lb. cross-pein hammer

5/8x6-1/2x1/2 cold chisel

3/8x5 center punch

5/32x5x3/8 taper punch

3/16x5-1/2x5/16 pin punch

¾" - 1" diameter Brass drift

18"-21" rolling head (lady foot) pry bar

18"-24" pry bar with plastic handle and angled blade

Safety Glasses (clear)

25' tape measure

Feeler gauge set 0.0015 to 0.035"

Valve-tappet feeler gauge set .008" - .026"

Telescoping magnetic retrieving tool

Flexible retrieving tool

Gasket scraper

2" - 3" telescoping mirror

Seal Pick Set

Flashlight: minimum 2D cell, prefer MSHA approved, explosion proof

Rollaway tool cabinet: Minimum 5 drawer, 8000 - 12000 cubic inch storage capacity with ball bearing slides

Digital Volt-Ohm Meter and case with these specifications:

3½ Digit, 2000 Count, High resolution on volts 20mV current 20µA Ohm ranges

DC Volt: **0-20/200mV/2/20/200/1000V** ±0.5%

AC Volt: **0-20/200mV/2/20/200/750V** ±1.5%

DC Current: **0-20/200µA/2/20mA/2/20A** ±1.5%

AC Current: **0-20/200µA/2/20mA/2/20A** ±2%

Resistance: 0-20/200 ohm/2K/20K/200K/2000K ohm/20M ohm/2000M ohm ±1%

Capacitance: 0-200P/200P/20nF/200nF/2µF/20µF/ ±3%

20A fused protection

Frequency: **Auto ranging** up to 15MHz ±0.5%

Continuity: < 40 ohm±20 ohm

Diode Test function

100VDC/750VAC overload protection in DCV, ACV above 2V

Outside Micrometer 0-1" (.0001" grad.) **or** 0-25mm (.001mm grad.) Swiss Style (not digital) with ratchet stop or friction thimble, lock lever and carbide tips

Dial Caliper 0-6" **or** 0-150mm

6" stainless steel rule - English 1/32 & metric 1mm

Heavy Duty Oil Filter Strap Wrench ½ inch drive up to 9" diameter

Optional

Top tool chest

1/2" impact wrench

1/2" drive standard impact sockets

1/2" drive metric standard impact sockets

1/2" drive metric deep impact sockets

1/2" ratchet drive micrometer torque wrench 30-250 ft-lb

3/8" ratchet drive micrometer torque wrench 50-250 in-lb.

12" pipe wrench

¾" drive socket set

Financial Aid Web Sites

Scholarship Resources On The Web

www.fastweb.com
www.collegefunds.net
www.wiredscholar.com/
www.freschinfo.com
www.mach25.com
www.scholarships.com/

Mapping Your Future – www.mapping-your-future.org
College Board Scholarship Search – http://apps.collegeboard.com/cbsearch_ss/welcome.jsp
Oklahoma Student Loan Authority (OSLA) – www.oslat.org

Grants and Scholarships:

FAFSA Express – www.FAFSA.ed.gov
Missouri Higher Education Loan Association (MOHELA) – www.mohela.com
Oklahoma Guaranteed Student Loan Program (OGSLP) – www.ogslp.org
Oklahoma State Regents for Higher Education – www.okhighered.org
Oklahoma Tuition Aid Grant (OYAG) – www.otag.org

General Information:

Coalition for Student Loan Reform – www.cslr.org
National Association of Student Financial Aid Administrators – www.nasfaa.org
National Council of Higher Education Loan Programs – www.nchelp.org
Oklahoma State Department of Vo-Tech – <http://www.okcareertech.org/>
Project EASI – www.easi.ed.gov
The Financial Aid Information Page – www.finaid.org
US Department of Education – www.ed.gov

OSUIT Truck Technician Program

Third Party Billing Application

Semester(s) included in this agreement: Fall 20__ Spring 20__ Summer 20__

Student Information: Fall 20__ Spring 20__ Summer 20__

Student's Name: _____

Student's Home Address: _____

Student's ID Number (CWID): _____ Daytime Phone: _____ Cell Phone: _____

List requirements to be met by student, if any (e.g., hours enrolled): _____

Eligible expenses (enter maximum amounts, if any): Any School related expense _____

Tuition _____ Fees _____ Room/board _____

Books/Supplies _____ Fixed Amount _____ Other _____

List restricted expenses: (e.g., fines, event tickets, non-educational expenses, etc.) or special instructions to OSUIT:

The Advisory Board for the OSUIT Truck Technician Program on March 13, 2015 approved a motion that each dealer that selects a student to enter this program will provide a minimum per semester sponsorship of \$750.00, to be billed each semester. \$500.00 will go to the student, \$250.00 will be used by OSU Institute of Technology for program operation. Companies may elect to provide other scholarships, incentives or financial help to their student, at the Company option.

If the student has other sources of payment (e.g. scholarships, grants, etc.), may this payment be refunded to the student?

Yes No

Payer Information:

Payer Name and Address: _____

Payer's Representative: _____ Daytime Phone: _____ Cell Phone: _____

Payer's email: _____

Agreement:

Payer agrees to pay as described above. Payment will be made directly to Oklahoma State University-Institute of Technology after the student has met the above requirements. Student is ultimately responsible for payment of account by the School's prescribed deadlines unless otherwise agreed upon in writing. Student gives permission to release information relevant to this agreement (e.g., bursar account details, grades, campus and class related performance etc.) to payer. A copy of this form will be provided to the Financial Aid Office. Acceptance of this assistance could affect the student's financial aid.

Student Signature Date Payer Representative Date

Consent For Release Of Personal Information/Education Records

I, the undersigned, understand that my consent is required, by the Family Education Rights and Privacy Act of 1974, as amended (“FERPA”), for Oklahoma State University Institute of Technology - Okmulgee (OSUIT) to **release any personally identifiable information** from my education records not defined as “Public/Directory Information” under the University’s FERPA policy.

I, therefore, authorize access to my educational records (**includes all financial and academic records**) to the following:

	Name	Relationship	*Code (not required) (alphanumeric)	Hint
Example	Samuel Jones	Father) Bingo	Dog’s name
#1				
#2				
#3				
#4				

- A Code is not required but will supply an additional security check. Please supply the Code and Hint to each person named above, if applicable. We will require the code from the person named if a code is supplied.

About Your Confidential Records:

I understand that my records are protected under a number of federal and state confidentiality regulations and cannot be disclosed without my prior written consent unless otherwise provided for in state and federal regulations, such as Directory Information. I also understand that I may revoke this consent by writing a request at any time except to the extent that action has been taken in reliance on it (e.g. information has been sent or received prior to your revocation, etc.).

I further understand that **Oklahoma State University and/or its staff/employees cannot be responsible for confidentiality of information disclosed after said information has been released pursuant to this authorization**, and I hereby release Oklahoma State University, and its staff/employees from any liability arising from such disclosure.

Acknowledging the above, with the attached signature, I hereby give authority to proceed as directed herein.

Signature: _____ Date: _____

Oklahoma State University Institute of Technology
 1801 East 4th Street Okmulgee, OK 74447-3901
 P (918) 293-4682 F (918) 293-4605
 www.osuit.edu

Oklahoma State University Institute of Technology

You Must Be A U.S. Citizen To Use This Form. Print Or Type All Information.

(Non U.S. citizens should visit www.osuit.edu/admissions/international)

Return this form and application for admissions (if not already submitted) to:

OSUIT, Scholarship Services, 1801 East 4th Street, Okmulgee, OK, 74447-3901

All students must be enrolled full-time (12 hours) in a degree-seeking AS, AAS or BT program. Additionally, students are required to live on campus to *be awarded and continue to receive* the non-resident tuition waiver unless **at the time of application:**

Student is 21 years of age or older

Student is married

Student has legal custody of a child

Completion of application does not necessarily guarantee scholarship award. Students must meet eligibility criteria listed below and awards are contingent on available funding. Should you be awarded this waiver, you will be notified through the financial aid award letter or you can check your WEB4Students account online @prodokm.okstate.edu.

First Time Freshman Or Transfer With Less Than 24 Credit Hours (must meet at least one of the following criteria):

- 2.0 cumulative high school GPA
- 18 ACT composite or equivalent 860 on SAT
- Proficiency in at least 2 of 3 curricular areas (English-74, Pre-Algebra 46, Reading-81) on COMPASS placement testing or demonstrated by college credit

Transfer With 24 Or More Credit Hours:

- 2.0 cumulative college GPA

Students Who Do Not Meet Above Academic Criteria – may apply once their Institution GPA is 2.0 and they have completed a minimum of 12 hrs. Failure to meet the continuing student criteria listed below will result in ineligibility for the Non-Resident Tuition Waiver for subsequent semesters until the Institution GPA and completion rate reach the level required for continuing students. Continuing students will automatically receive the NRTW by meeting the following requirements:

2.0 Institution GPA

75% completion rate of enrolled classes as of the end of the add/drop period

Full time enrollment (12 hrs). **Exception:** If the student is in the graduating semester, verified by degree audit from their program).

Continuing students who do not meet these standards each term will be placed on probation for one semester. Should the awarded students not meet the above requirements for a second term, the student will no longer be eligible for the Non-Resident Tuition Waiver for the following term. Awarded students will remain on probation until the Institution GPA reaches the above standards.

APPEAL PROCESS:

Should a student lose eligibility for a NRTW due to suspension, an appeal may be made, in writing, to the Coordinator of Scholarships located in the Grady Clack Building. Appeal must state extenuating circumstances and explain how the issues are being addressed.

Student's Legal name:

Last First MI Maiden

College Wide ID No (CWID): Program:

Semester of Admission/Year:

Fall, Spring or Summer semester of the year for which you are applying (example: Fall 2009)

I understand a full Non-Resident Waiver includes only a waiver of the non-resident portion of the semester credit hour tuition and that the remaining fees, as paid by Oklahoma residents, still apply. I further understand that my Non-Resident Tuition Waiver is conditionally awarded subject to verification of housing status, an Institution GPA of at least 2.0 and full time enrollment. Failure to meet any of the conditions stated above will result in the loss of this Non-Resident Tuition Waiver.

Student Signature: Date:

FOR OFFICE USE ONLY:

HS GPA _____ ACT Composite _____ College GPA (24+ credit hours) _____ State of Residency _____

Number of Hours Enrolled _____ Degree _____ Campus Housing ____ Approved ____ Denied

Comments: _____

Signature: _____ Date: _____